



VICTORIA NATIVE FRIENDSHIP CENTRE HOUSING

120C Gorge Road East, Victoria, BC V9A 1L3

Phone: (250) 383-1283

Fax: (250) 590-0717

VNFC Housing Application - 2021

Victoria Native Friendship Centre welcomes Indigenous Families, Elders, Individuals and Students to a safe and healthy community complex, a place to call home. Fernwood House is located at 1321 Fernwood Road has 8 self-contained, 2-bedroom units; and Siem Lelum is located at 120 Gorge Road East has 41 self-contained suites; ranging from studios to 3-bedroom units.

National Occupancy Standards

- There shall be no more than 2 or less than 1 person per bedroom.
- Spouses and couples share a bedroom.
- Parents do not share a bedroom with children.
- Dependents aged 18 or more do not share a bedroom.
- Dependents aged 5 or more of opposite sex do not share a bedroom.

The following guidelines are used when applying the National Occupancy Standards:

- In recognition of a variety of co-parenting arrangements, a dependent child who resides with their parent(s) a minimum of 40 per cent of the time will qualify as a permanent member of the household when determining eligibility and appropriate unit size.
- Single applicants (seniors or people with disabilities) are eligible to apply for studios and one-bedroom units.
- Couples (two individuals) are only eligible to apply for one-bedroom units, as they would be under-housed in a studio unit.

Affordable Housing Income Limits (CMHC - Victoria - 2021)

- 1Bd - \$44,500, 2Bd - \$59,500, 3Bd - \$78,500

A Few Important Guidelines

- **Please fill in all required information; only completed applications will be considered**
- No pets allowed on any of our properties
- No alcohol/drugs or smoking of any combustibles allowed on the premises at all times
- Facilities have shared coin operated laundry facilities
- All Youth (19-25) must be working or going to school
- There is no on-site parking at Fernwood House a waitlist for parking at Siem Lelum
- As a community we take responsibility for our shared spaces.
- Children must be supervised at all times
- 1 guest may stay with you for a total of 14 days in a calendar year
- Ready to Rent completion is required (Please attach certificate to application)



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Victoria Native Friendship Centre acknowledges that some of the information on this application may be sensitive and will be reviewed in confidence.

Submit your completed application to one of the following:

- VNFC Housing Office – Located at Siem Lelum - 120C Gorge Road East
- VNFC – 231 Regina Ave
- Fax – 250.590.0717
- Email – jen.w@vnfc.ca

*Include any supporting documents to your application like your “Ready to Rent” certificate, personal references or current notices.

Keep us updated:

Your current application is active for 12 months in our database; you will receive a phone call from our office confirming your application.

Applications MUST stay current. Please contact our office if any of the following information changes:

- Contact information: phone number and/or email
- Income sources
- Housing circumstances change

VNFC Housing will review applications on a regular basis as units become available.



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PLEASE PRINT CLEARLY

OFFICE USE ONLY
REFERENCE # _____ DATE _____

APPLICANT & CONTACT INFORMATION

FULL NAME (including aliases)		
Street Address	City	Province
Postal Code	Phone	Email

HOUSEHOLD INFORMATION

Name	Relationship	Birthdate (mm/dd/yyyy)	Gender

Do you expect the number of people living with you to change in the next 12 months?

- Yes
- No

Explain:

Do you Identify as Indigenous?

- Yes
- No

First Nation, Metis, Inuit	Nation/Community

Do you or a member of your family require accessible or supportive housing?

- Yes
- No

Name	Accessible	Provide Details: (eg. Mobility, home support etc.)
	•	
	•	
	•	



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INCOME INFORMATION LIST

Gross monthly income {before deductions} for all members of your household age 19 and older from all sources.

Name	Income Source – Employment, EI, Pension, Band/School	Monthly Gross Amount
		\$
		\$
		\$
Total gross monthly income		\$

REGISTERED IN SCHOOL

(dependents between age 19-24 must be registered full-time in school)

First Name	FT/PT	School	Program	Length	Date of Completion

RENTAL REFERENCES & HISTORY - Your information of where you lived in the last 3 years

Address	Date: (from - to)	Name of Landlord	Phone number

CURRENT ACCOMMODATION (Please describe your current accommodation)

Number of Bedrooms: _____		Utilities: _____	
Monthly Rent: _____		• Rent	• Own • Other
• Apartment	• House/Duplex/Townhouse	• Basement Suite	
• Room & Board	• Trailer	• Car	
• Hotel/Motel	• Housekeeping Room	• Living with Family	
• Couch Surfing	• Emergency Shelter	• Homeless	
• Other (please explain) _____			
Bathroom:	• Shared • Private	N/A	
Kitchen:	• Shared • Private	• N/A	
Laundry:	• Shared • Private	• N/A	
Outdoor Play Area:	• Shared • Private	• N/A	
Are you under notice to end your present Tenancy?		• Yes • No	
If Yes, please attach a copy of the "Notice to End Tenancy" from your landlord			
If you are not under notice to end your present Tenancy, why do you wish to move?			
Repairs required?	• Yes • No	High rent?	• Yes • No
Overcrowded?	• Yes • No	Children allowed?	• Yes • No
Other? _____			



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DECLARATION: Please read and sign this statement

I/We declare:

- This is my/our application; and
- All the information in it is correct and complete to the best of my/our knowledge and belief.

I/We authorize:

- Pursuant to the Freedom of Information and Protection of Privacy Act (the FOI Act), Victoria Native Friendship Centre to make any inquiries that are necessary to verify the information given in this application; and
- Pursuant to the FOI Act, any person, corporation or social agency to release to Victoria Native Friendship Centre any information pertinent to the assessment of my/our application; and
- Victoria Native Friendship Centre to receive and exchange with credit bureaus and my/our previous Landlords credit and other information about me/us, to be used in the decision-making process to provide me/us with rental accommodation.

I/We understand:

- That this application does not constitute any agreement on the part of Victoria Native Friendship Centre to provide me/us rental accommodation; and
- That it is my/our responsibility to advise Victoria Native Friendship Centre of any changes to the information given in this application and to provide any supporting materials required for my/our application

Signature of Applicant	Date
Signature of Applicant	Date